

**TOWN OF NORTHFIELD
NORTHFIELD PLANNING COMMISSION
Special Meeting # 06-05
Minutes of April 10, 2006**

- I **Roll Call:** Planning Commission Chair David Tucker (absent), Planning Commissioners Stephen Fitzhugh, Steven Jeffrey, Johnnie Stones, and Arlington Supplee. Also present were Bernard Byrne, Mary Comiskey, Brad McKay (Norwich University), and Acting Clerk Kenneth McCann.

Vice-Chair Fitzhugh called the meeting to order at 7:03 p.m.

- II **Public Participation:** None.

- III **Sign Permits:** None.

- IV **Site Plans:** **Norwich University - Temporary Dining Structures to be used for duration of the Harmon Hall Renovation Project.** Prior to the discussion, Vice-Chair Fitzhugh felt that he should disclose that he is a professor at Norwich University. However, he also felt that, as a Northfield resident, he could act objectively on this matter. Commissioner Stones, who also is a Norwich University professor, felt the same way.

Vice-Chair Fitzhugh stated that persons owning property adjacent to the proposed site had been notified individually by letter as “interested persons” and invited to this meeting to ask questions and/or express concerns regarding this matter. He then asked for public comments.

Brady McKay of Norwich University was then sworn in. He stated that the current plan was to construct a temporary dining facility (28' x 48') east of Tomkins Hall along with a temporary kitchen trailer with an enclosed platform. These structures will be in place for the duration of the Harmon Hall Renovation Project, which is expected to last approximately fifteen (15) months until September 2007 (assuming that the trailers are in place by June 2006).

Commissioner Supplee then inquired about the trailers; would they have self-contained heating systems or not. Mr. McKay stated that steam heating would be brought in from Tomkins Hall. There would not be air-conditioning.

Vice-Chair Fitzhugh asked what would happen to the existing trees on the site. Mr. McKay stated that the trees would be removed. He noted that the trees at that location were already in poor condition and probably would have been removed anyway. There would be new landscaping when the project has been completed.

Vice-Chair Fitzhugh asked if the access road to Harmon Road would be removed. Mr. McKay stated that the road would remain but the larger road that had been initially planned had been eliminated. He added that the loading dock would be relocated towards the chapel and deliveries would be around the back by way of a “service only” road.

Bernard Byrne asked if the site would be cleaned up after the project’s completion. Mr. McKay assured him that it would be.

Motion by Commissioner Jeffrey, seconded by Commissioner Supplee, to approve the site plan as submitted by Norwich University upon condition that the temporary structures be removed by October 1, 2007 and that the area be re-landscaped, including the replanting of appropriate trees for proper screening. If the project were not completed by the above date, Norwich University would need to return to the Board for an extension. **Motion passed 4-0-0.**

Commissioner Jeffrey asked Norwich University to provide the new plans for the Harmon Hall Renovation Project for Planning Commission review and consideration for amendment to its previous approval to the Board. Mr. McKay confirmed that he would provide updated drawings, etc. to the Town Manager’s Office, which will send them on to the Planning Commission.

V **Other Business:** None.

VI **Discussion:** None.

VII **Public Participation; non-agenda items.** None.

VIII **Next Regular Meeting:** April 17, 2006.

IX **Adjournment:** Motion by Commissioner Supplee, seconded by Commissioner Stones, to adjourn. **Motion passed 4-0-0.**

The Board adjourned at 7:20 p.m.

Respectfully submitted,

Kenneth L. McCann

Kenneth L. McCann, Acting Clerk

These minutes are subject to approval at the next regular meeting.